

Town of Fort Myers Beach
Agenda Item Summary

Blue Sheet Number: **2013-015**

1. Requested Motion:

Meeting Date: February 4, 2013

Approve the request from the Friends of Matanzas Preserve, Inc. to waive the special event application fee for the "6th Annual Native Plant Sale" scheduled for February 16, 2013.

Why the action is necessary:

Pursuant to Ordinance 12-04 approval must be received for all special event fee waivers.

What the action accomplishes:

This action approves the event to take place during the dates mentioned above.

2. Agenda:

☐ Consent
☒ Administrative

3. Requirement/Purpose:

☐ Resolution
☐ Ordinance
☒ Other:

4. Submitter of Information:

☐ Council
☒ Town Staff – Public Works
☐ Town Attorney

5. Background:



Town Council adopted Ordinance 12-04 setting new regulations associated with special events held within the Town. This ordinance provides that not for profit organizations can make a request to have the event fee waived by Town Council. The Friends of Matanzas Preserve, Inc. has submitted an application and requests a waiver to the application fee associated with the "6th Annual Native Plant Sale" scheduled for February 16, 2013. The applicable fee is \$40.00.

Attached is a copy of the applications with supporting documentation.

6. Alternative Action:

7. Management Recommendations:

8. Recommended Approval:

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Parks & Recreation Director	Town Clerk
						

9. Council Action:

☐ Approved ☐ Denied ☐ Deferred ☐ Other



JAN 16 2013

Town of Fort Myers Beach RECEIVED BY
Special Events Budget Request Form

Requested Amount from the Town of Fort Myers Beach: \$40.00

Business or Organization Name: FRIENDS OF THE MATANZAS PRESERVE, INC.

Address: 190 TROPICAL SHORES WAY
FMB, 33931

Contact Name: JAMES A. RODWELL

Phone: (239) 565-7437

Email: JRODWELL@EMBARQMAIL.COM

Your Event: 6TH ANNUAL PLANT SALE

Why are you requesting funding from the Town? NOT FOR PROFIT ORG.

REQUESTING WAIVER OF \$40.00 EVENT FEE

How do you think this event will benefit the residents and visitors of the Town of Fort Myers Beach? ENCOURAGE RESIDENTS TO PLANT

NATIVE SPECIES ~~IN~~ ^{IN}STEAD OF EXOTICS

If your business or organization has submitted similar requests in the past, please describe. YES, EVERY YEAR

Have you secured any other ^{SPONSORS} contributors? Please list. NO

TOPP'S SUPERMARKET FOR USE OF PARKING LOT
NO OTHER CONTRIBUTORS

Describe, in detail, the budget allocations for your event including anticipated costs and revenue. (May be a separate attachment):

NET of 200 TO 250.

Where will the Town's money be allocated?

Please include any other information you think would be beneficial to the Town Council as it reviews your request (Such as charitable contributions and non-profit organizations).

The Town's possible funding will be addressed based on a "net" event cost. Anyone requesting funding must show all anticipated revenue against the "gross" cost of the event. The Town Council prefers to limit event funding to no more than 50% of the net cost of an event. However, the Town Council reserves the right to adjust funding percentages on an event by event basis. Should the Town Council choose to fund this event; the Town of Fort Myers Beach shall be recognized as a major sponsor in all promotional material. The Town Council requests finance reports along with copies of expenditures, paid receipts and profit within 60 days following the completion of the event.

Send Back 11/30

JAN 10 2013

**Town of Fort Myers Beach
Special Event Application**

RECEIVED BY

Describe event including times, dates, activities and general overview of event.
(Include separate page if needed). SEE ATTACHED



For special events requesting public assistance-define Public Purpose
(Include separate page if needed).

Date(s) and times of event	<u>FCB-16; 9AM-2PM</u>
Name of event	<u>6TH ANNUAL NATIVE PLANT SALE</u>
Address of event	<u>TORPS PARKING LOT</u>
Expected # of participants	<u>50</u>
Organization	<u>FRIENDS OF MATANZAS PRESERVE, INC.</u>
Organization address	<u>190 TROPICAL SHORES WAY, FMB 33931</u>
Contact Person	<u>JAMES A. RODWELL</u>
Contact Phone #	<u>(239) 565-7437</u>
Fax #	<u>NA</u>
E-mail	<u>JRODWELL@EMBARQMAIL.COM</u>
Request for Public Assistance	Yes <u>✓</u> No <u> </u>
Amount of Request (If applicable)	<u>\$40.00</u>

This permit is subject to the applicant meeting all requirements contained in Fort Myers Beach Ordinance #12-04 and compliance with all items in the special event application

FOR GROUPS REQUESTING FINANCIAL ASSISTANCE:

Four (4) copies of the application and all supporting documents must be submitted to the Finance Department no later than April 30th. The request will be considered for inclusion in the next FY budget (October-September).

Office Use Only:

Date Received: _____

Amount Paid: _____

By: _____

Cash/Check #: _____

The Friends of Matanzas Preserve, Inc.

Event is the Sixth Annual **Fort Myers Beach Native Plant Sale**; Saturday, February 16th at the **Topp's** parking lot on Estero Blvd. from 9:00am to 2:00pm.

Purpose is to sell a wide selection of native plants suitable for planting on Fort Myers Beach. Native plants are salt, drought tolerant, save water and do away with polluting fertilizers and pesticides. Friend's volunteers will be available to assist in selection. Proceeds to support the maintenance of the Preserve.

TOWN OF
FORT MYERS BEACH

JAN 14 2013

FMB Environment Science: Keith Laakkonen Tel (239)765-0202 Fax (239)765-0591

FMB Environmental Sciences remarks: _____

FMB approval: _____ Date: _____

Turtle Time Inc: Eve Haverfield

Tel (239)481-5566 eve@turtletime.org

Turtle Time remarks: _____

Turtle Time approval: _____ Date: _____

LEE COUNTY SHERIFF'S DEPT Tel (239)477-1830 Fax (239)432-0268
15650 Pine Ridge Road, Fort Myers, FL 33908

Parking: _____

Deputies (how many?): _____

Traffic Control: _____

Fees: _____

Special Arrangements: _____

Event is not to exceed _____
the Ordinance Decibel

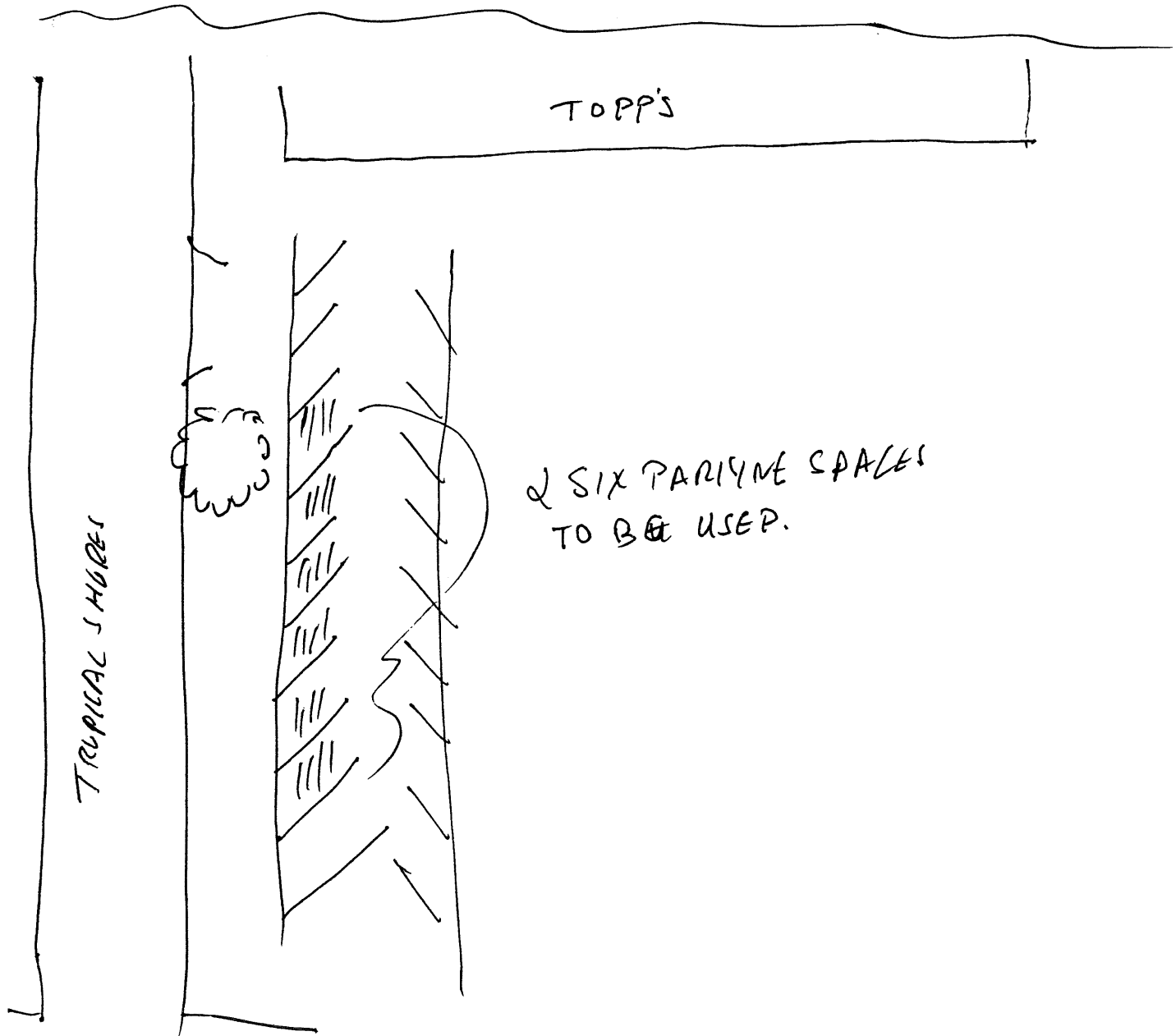
Level. _____

Print Name _____ Approval Signature _____ Date _____

PLEASE SEND BACK AS EMAIL TO

T.D. ADWELL @ EMBARQ MAIL.COM

FRIENDS OF MATANZAS PRESERVE, INC.
6TH ANNUAL PLANT SALE
TOPP'S SUPERMARKET
FEB. 16, 2013



TOPP'S SUPERMARKET
2545 ESTERO BLVD
FORT MYER BEACH, FL 33931

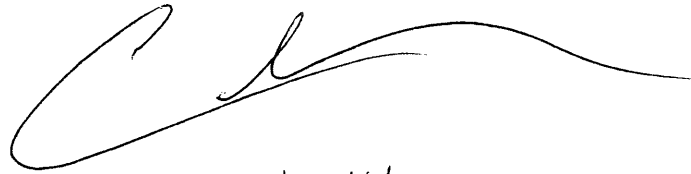
JAN 14, 2013

RE: USE OF PARKING LOT

TO WHOM IT MY CONCERN

PERMISSION IS HEREBY GRANTED TO THE FRIENDS OF
MATANZAS PRESERVE, INC., TO USE SIX SPACES ON
THE WEST OF THE TOPP'S PARKING.

THE FRIENDS EVENT IS TO BE HELD ON FEB. 16, 2013
FROM 9AM TO 2PM. THE EVENT IS A NATIVE PLANT
SALE



1-14-13

Chris Mashman